

**Burrillville**

**Recreation Commission**

**RE: Minutes, November 9, 2009**

**Present: Cheri Hall, Director   David Marcotte**

**Kurt Schatz, Chair   Juliette Lopez-Recinos**

**Al Gerew, Vice Chair   L. Kevin McDonald**

**Alice Lavigne, Secretary   Michael Karmozyn, Liaison Burrillville  
Town Council**

**Al Low**

**Absent: -----**

**Excused: Kevin H. Mazzarella, Alternate**

**Guests: None**

**Meeting called to order at 6:37 p.m. by Kurt Schatz, Chair at the  
Burrillville Parks and Recreation Offices, 92 North Main Street,  
Pascoag, R.I.**

**Motion to accept minutes of October 13, 2009 regular meeting by  
Juliette Lopez-Recinos. Seconded by Alice Lavigne. Motion passed  
5-0.**

### **Correspondence:**

**Kurt Schatz reported receipt of letters regarding confirmation of the reappointments of Dave Marcotte, Al Low and himself.**

### **Good & Welfare:**

**Juliette Lopez-Recinos reported her attendance at the recent Downtown Pascoag and Neighborhood Association Pumpkin Festival where she provided Tigger and Elmo to entertain the crowd in conjunction with the Burrillville Parks & Recreation Department. The Director reported Ray Denault of the Downtown Pascoag and Neighborhood Association requested the Burrillville Parks & Recreation Department's assistance once again allowing the use of the banner brackets for the winter banners, electricity at the park and the department's logo to be included in future press release information. Burrillville Extended Care Division of Parks & Recreation will not be involved this year in the Victorian Holiday since they have been overlooked in the past.**

**Alice Lavigne asked Mike Karmozyn if he checked with the council regarding the status of the purchase of the new department vehicle. Town Council Liaison Michael Karmozyn referred to his discussion with Town Manager Michael Wood today regarding the purchase of the new vehicle. Town Manager Michael Wood explained that there were stipulations that have been resolved and a repaired police cruiser being given temporarily for the Director to utilize.**

The Town Manager is reviewing a new State of Rhode Island program where if a diesel vehicle is purchased the state pays half. A new vehicle purchase is planned for the spring of 2010. Juliette Lopez-Recinos questioned why this is an issue since the two boards and the Town Council have previously approved the purchase. David Marcotte voiced concern that if the purchase price is less than appropriated, would the extra funding revert back to the original funding sources. Discussion took place regarding a request to the Town Council to make the vehicle purchase before the winter months due to a hole in the floor of the current vehicle utilized. Michael Karmozyn stated he will request an update on the new vehicle purchase under Good and Welfare at the next town council meeting.

The Director reported the receipt of an e-mail from Lori Low of the Burrillville Farmer's Market group regarding their upcoming pot-luck dinner on Saturday, November 14th at 6 p.m. inviting the Director and Recreation Commission.

L. Kevin McDonald arrived.

Old Business:

Hauser

The Director reported that the Burrillville Patriot's Football League will be concluding shortly. A decision will be made at that time regarding the discontinuation of the lights at the complex. A hasp

was installed on the restroom building due to unauthorized use by leagues who have not returned keys. Men's Softball has not returned the two sets of Hauser complex keys after numerous requests by the Director.

### **Field Use Ordinance**

The Director has requested a future ordinance workshop regarding the cancellation of Men's Softball field usage due to numerous problems and field use fee structure review. L. Kevin McDonald, Dave Marcotte, Al Low, Al Gerew and the Director volunteered to be subcommittee members to review the ordinance.

Meetings are scheduled with the Director and Town Treasurer Mark Adams to prepare cost analysis reviews regarding the recreation center, field use and other aspects of the department.

### **5K Snakes Alive Road Race**

The Director reported the amount of \$797 was raised by this year's road race fundraiser.

### **Bugle**

The Director confirmed with the commission their receipt of the Bugle mailed recently.

### **Holiday Programming**

The Santa Calling program is scheduled between December 10th and

**13th and Santa on the Town Common on December 5th. Jason Rhodes will read “How the Grinch Stole Christmas” to the children while waiting for Santa’s arrival.**

### **Senior Meal Site**

**The Director distributed flyers announcing the kickoff of the new “Lunch at the Lodge” senior meal site program scheduled for November 10th with the official start date of November 17th. Currently there sixty-five registered to attend the kickoff including a raffle prize donated by the Parks & Recreation Department. The pilot program will run every Tuesday and Thursday until June. At that time, the program will be reevaluated. Currently the fee is \$3 with the government subsidizing the other \$3 cost. Approval was received from the health department.**

### **Workshops**

**Pitch will be offered weekly starting in January after the lunch program. Cooking for One or Two and the Floral Workshops have been very popular and will be offered again in the spring.**

### **Harvest Fundraiser**

**The Fall Harvest Fundraiser is planned for Saturday, November 14th to assist the Senior Fitness program participants since their grant funding was lost. This would aid in reducing the \$20 per person fee at least by \$5 per person. Raffle baskets, lunch, the R.I. Children’s Chorus will all be part of the event.**

## **New Business:**

### **Recreation Center Rental Fees**

The Director reported that since it has been ten years since the last Recreation Center rental fee increase, an increase by \$25 per group has been proposed to the commission. This would make Burrillville residents Civic/Community/from the range of \$25 to \$50 to increase to \$50 to \$75; Private social from \$75 to increase to \$100; and Burrillville business from \$100 to increase to \$125. Non-residents will increase each group by \$25 also. Civic/Community groups sponsored by the department get two complimentary uses per year.

A motion was made by Al Gerew to approve the increase of \$25 for Recreation Center rental fees to be effective January 2010. Seconded by Juliette Lopez-Recinos. Kurt Schatz mentioned that the percentage increase is higher for Civic/Community and Private rental than business. It was suggested the business fee be increased to \$150 for Burrillville residents and \$250 for non-residents. Al Gerew questioned why there is a range for the Civic/Community group. The Director reported that the amount is determined by the usage such as meeting use versus a fundraiser etc. An amendment was made to the motion by Al Low to include the revision amount of business rental fees to \$150 for residents and \$250 for non-residents. Seconded by Alice Lavigne. Motion passed 6-0.

### **Spring Lake Painting Bid**

The Spring Lake Beach bid opening for the painting of the buildings took place with four bids received. Copies were distributed to the commission for review with one bid much lower than the others. The bidder has supplied the missing insurance and contractor's license information. Building inspector Joseph Raymond was contacted and gave his approval. Once the commission has reviewed the information, the awarding of the bid can be proposed to the town council for approval. The bidder is aware the work will not begin until the spring once the water is turned back on. A list of references was received and the bidder has been made aware of the prevailing wage structure. An additional \$2,800 fee was given for the shutters but the shutters will be done in-house instead. L. Kevin McDonald will contact Finance Director John Mainville regarding the guarantee of completion paperwork.

A motion was made by Juliette Lopez-Recinos to award the Spring Lake building painting bid pending approval by the Town Council. Seconded by Al Gerew. Motion passed 6-0.

### **2010 Family Fair Recommendations**

The Director stated a new addition to this year's Family Fair is the renting of tables in a section of the fair and a raffle for a wagon filled with sporting equipment will take place. This will assist with fundraising to offset any fair expenses. A memo will be forwarded to the Town Council for review. Dave Marcotte questioned is all

departmental fundraising will be kept separate in the recreation center account to offset recreation expenses. The Director stated this is the case and the fundraising will assist to offset any future budget cutbacks or to fund any new programming. The Director commended the Parks and Recreation staff for their dedication in working at special events that occur out of regular business hours.

### **Golf Tournament**

In trying to find an annual fundraiser that will make a large amount of monies versus numerous smaller fundraisers, the department is trying to partner with another local organization such as the Nicole McConnell Foundation. A meeting was held with the Nicole McConnell Foundation suggesting a possible golf tournament. Another idea offered at the meeting was a carnival similar the former Summerfest but concerns regarding the big truck and equipment were raised. The idea for a circus was mentioned but the Burrillville Lions Club would have to be contacted since this was something they were investigating. The commission voiced concerns regarding the traffic damaging the Branch River facility. David Marcotte suggested an indoor circus in the town rink. The Director will contact the Rink Director, Chris Lacey regarding this idea.

Al Low suggested the department sell holiday ornaments as a fundraiser since his employer Chemart is a supplier of such ornaments. The Director will be in contact with Al Low regarding this idea.



## **A.T. Levy School Playground and Steere Farm Elementary Playground**

**The Director met with Chuck Ramondo of New England Recreation Group regarding a call received from the A.T. Levy School parent coordinator. They had received notification from The Rhode Island Inter-local Trust stating problems including insufficient surfacing material (fibar) at the new A.T. Levy playground. New England Recreation Group concluded that the tripping zone problem was fixable by cutting the fabric, removing the holes for future memorial bricks, and an additional 40 yards of surfacing material under the monkey bars.**

**The Director suggested the A.T. Levy School parent coordinator and Burrillville Extended Care for Steere Farm Elementary playground apply for a joint application from the Rhode Inter-local Trust Safety Grant. This joint grant application would fund both the additional surfacing material at A.T. Levy School playground and the Steere Farm Elementary playground. An extension on the 45 day requirement to rectify the A.T. Levy playground problems would be requested. New England Recreation Group will prepare an estimate including both sites for a total of 80 yards of surfacing material which saves on shipping costs.**

## **Freedom Park**

**The Director met with Chuck Ramondo of New England Recreation**

**Group regarding a design and a cost estimate to change Freedom Park to a Tot Lot and remove any existing equipment that appeals to teens. This would include keeping the bouncy toys, adding a piece of tot type equipment or two if the whirl is removed and moved to the Burrillville Middle School playground, and additional surfacing material (fibar). Grant funds will be sought for this project.**

### **Skate Park**

**The Director met with Chuck Ramondo of New England Recreation Group regarding the relocation of the skate park to the proposed area next to the Burrillville Police Station per the Town Manager Michael Wood, Police Chief Colonel Gannon and Kevin SanAntonio. It was determined that to the left facing the Police Station would not work due to the closeness of the funeral parlor. To the right of the Police Station was reviewed where the dispatcher would have visibility and a fence could surround the skate park equipment to limit access when necessary. Dave Marcotte stated that when the Skate Park was originally proposed the location near the Police Station was reviewed. The main concern was the children crossing the highway (Route 102) from the Pascoag and Harrisville area to access the skate park. Town Manager Michael Wood wanted an alternative in case the skate park cannot be reinstalled at Eccleston Field due to the Board of Administration and school complaints. There would be grant issues if the park is not reinstalled.**

**New England Recreation Group provided the measurements needed**

for the fencing and asphalt for the area next to the Police Station to get estimates. Al Gerew stated the Police Station location is not accessible or centrally located for the children by bicycle or to walk to. Dave Marcotte suggested the location of the Burrillville Middle School tennis courts. Juliette Lopez-Recinos commented this would be too far for accessibility. Dave Marcotte suggested the Hauser Field back parking lot but the Director stated there are already problems in that location. Juliette Lopez-Recinos suggested the town land near the old grammar school in Pascoag. The Recreation Commission agreed the best location is at Eccleston Field. Dave Marcotte stated the children become more active with self policing but concerns of retaliation are an issue. The Director stated it would be beneficial to fence in the skate park at Eccleston Field by changing the helicopter landing coordinates. The Director will alert the Town Manager of the commission's opinions. The equipment will be painted before reinstallation and an opening skate park day celebration will take place including a skate park demonstration or competition and the involvement of the Burrillville Police Department.

**Meeting Adjourned: Motion made Al Low. Seconded by Al Gerew.**

**Meeting adjourned at 8:20 p.m. Motion Passed 6-0.**

**Next Meeting: Monday, December 14, 2009 at 6:30 p.m., Burrillville Parks & Recreation Office, 92 North Main Street, Pascoag, RI 02859.**

**Recorded by**

**Carol L. Conway, Administrative Aide**

**Burrillville Parks & Recreation Department**

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